



CITY OF MORGAN HILL

17555 PEAK AVENUE MORGAN HILL CALIFORNIA 95037

DRAFT
LIBRARY COMMISSION
After Action
REGULAR MEETING

DECEMBER 8, 2003

Morgan Hill Civic Center
Council Chambers
17555 Peak Avenue

LIBRARY COMMISSION	
Chair	Jeanne Gregg
Vice-Chair	Charles Dillmann
Commissioner	Kathleen Stanaway
Commissioner	Charles Cameron
Commissioner	George Nale
Commissioner	Mary Ellen Salzano
Commissioner	Einar Anderson
Commissioner	Ruth Phebus
Commissioner	Vacant

7:15 P.M.

CALL TO ORDER

Chair Gregg called the meeting to order at 7:15 p.m.

ROLL CALL ATTENDANCE

Absent: Commissioner Anderson

DECLARATION OF POSTING THE AGENDA

Per Government Code 54954.2

PLEDGE

Pledge was led by Chair Gregg

OPPORTUNITY FOR PUBLIC COMMENT

Chair Gregg provided a timeline regarding the Library Sub-Committee and Measure B in order to inform the Commission of the many activities regarding these issues that have happened between the November and December Library Commission meetings. The timeline is provided below:

- November 5 - City Council appoints Mayor Kennedy and Council Member Tate to Library Sub-Committee
- November 10 – Library Commission Chair volunteers to serve on Sub-Committee and appoints Commissioners Nale and Cameron to committee. Commissioner Phebus will serve as an alternate. Commission recommends City not apply for Cycle III grant.
- November 17 – The Measure B Campaign holds a kick-off meeting
- November 19 – At City Council meeting, Council Member Tate provides information on an announcement at the recent California Library Association conference of Senator Dede Alpert’s intention to introduce a bond act for library construction. A provision of the Act calls for funding of those applications rated “Very Good” during Cycle III.
- November 25 – Library Sub-Committee meets. Committee agrees by consensus to make a recommendation to City Council to submit an application for Cycle III based on new information regarding the potential bond. Committee also begins process to identify potential sites for construction of new library.
- December 3 – City Council meets. During meeting, several members of public speak in support of construction of new library funded by Redevelopment Agency.
- December 4 – Library Sub-Committee meets. Committee identifies three potential sites for library: 1) Albertson’s site; 2) Britton School site; 3) Sunsweet site owned by Rocke Garcia. Committee members will explore feasibility of each.

REPORTS

1. COUNTY LIBRARY REPORT

Legislation-Funding & Budgeting

County Librarian Melinda Cervantes

Deputy County Librarian Sarah Flowers

Council Member Tate stated there was some confusion regarding how the information regarding the potential bond to be introduced by Senator Alpert was communicated to City Council. Ms. Cervantes clarified that Library staff communicated the information verbally to City staff and did not provide a written memo.

Ms. Cervantes reported the Measure is now known as “Measure B”. She reported that the December 3rd meeting of the JPA, the Board approved a rate of \$42 annually per residential parcel for a period of seven years with no escalator. The Board also voted unanimously to form the Santa Clara County Library Community Facilities District No. 1. This vote followed a public hearing.

Ms. Cervantes stated the Library continues to participate in the *Silicon Valley Reads. One Book. One Community.* The book *Fahrenheit 451* by Ray Bradbury was selected and will be widely

advertise to encourage everyone to read the book. Activities related to *Fahrenheit 451* will take place at public libraries, book stores and other venues throughout the month of February. These events will be widely advertised. The month of February will be dedicated to the celebration of reading and literacy in Silicon Valley.

The Library is participating in the Read Aloud Collaborative of Silicon Valley (RACSV). RACSV is focused on the importance of early literacy. The message of the collaborative is as follows: If you create a read-aloud community, the end result will be a literate community. Literacy is the gateway to a better future.

Chair Gregg asked what would happen if Measure B does not pass in March 2004. Ms. Cervantes responded if the Measure does not pass, the JPA must publish its intention to place a Measure on a future ballot for 30 days and must hold a public hearing no fewer than 90 days from the election. Measure A will sunset in June 2005 and a new election could not be held sooner than 12 months the March 2004 election. This would place a new election at the threshold of the date Measure A is due to sunset.

Joint Powers Authority

Council Member Steve Tate

Council Member Tate reported the JPA met on December 3rd and approved the formation of the new facilities district and officially called the election for Measure B. A public hearing was held prior to the meeting and there was little opposition to Measure B. An election kick-off was held in December which raised approximately \$3,500 for the election. Mr. Tate stated the effort to raise support and awareness for Measure B will begin after the holidays. Commissioner Nale asked if community information tables for Measure B were restricted to outside the Library. Mr. Tate responded the information tables are not restricted to the Library and many people are manning tables at shopping centers, community events and other venues.

2. MORGAN HILL LIBRARY REPORT

Community Librarian
Nancy Howe

Ms. Howe reported circulation in November was 52,626. This reflects an increase of 5% over November 2002. The library issued 426 new library cards in November. This is a 20% increase over November 2002.

Ms. Howe announced the Oakwood Country School donated \$4352 to improve the children's room at the Library. Ms. Howe announced that Jody Howe, Teen Librarian, is the proud parent of a baby girl named Martha. The Library is looking for a temporary staff member to replace Ms. Wilson while she is on leave. The Library is working with the School of Library Science at San Jose State. There will be four library students working at the library to gain practical experience.

Ms. Howe introduced Roseanne Macek, Children's Librarian. Ms. Macek joined the Library staff in March. She provided an overview of Children's Services. Ms. Mace provided the three main program components for Children's Services: 1) ensure a diverse collection of quality materials; 2) provide meaningful reference and excellent reader's advisory services; 3) develop and present creative programs for children to promote a love of books and libraries. She added the children's services staff has been very busy over the past 9 months:

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- ❑ The collection has increased to reflect reviews and demand by patrons. Books are continually weeded out based on condition, space, and use.
 - ❑ Staff answers an average of 1100 questions per month and provides personalized reading recommendations to patrons in the library and online.
 - ❑ Children's Services has conducted over 118 story time programs with over 5136 attendees. The bilingual story time sponsored by Target has been very successful. This program was developed by Jackson School teacher, Mary Disbrow. Ms. Disbrow received a grant from Target and she conducts the story times in Spanish.
 - ❑ There have been 28 class visits to the Library
 - ❑ The Summer Reading Program was very successful with over 572 participants

Future plans for children's services include expanding programs (i.e. baby story times, bilingual story times), increasing outreach to schools, promoting online resources, exploring grant opportunities to continue bilingual story time and increase the number of library cards for children.

Chair Gregg thanked Ms. Macek for her presentation and expressed her appreciation for all the programs and activities for children at the Library.

3. LEGISLATIVE COMMITTEE

Vice-Chair Dillmann

Vice-Chair Dillmann reported the Legislature has been quiet due to the holidays.

4. YOUTH ADVISORY COMMITTEE

Chair England

Vice-Chair O'mahen

None

CONSENT CALENDAR

5. APPROVAL OF MEETING MINTUES OF NOVEMBER 10, 2003

Chair Gregg noted changes to be made to minutes on pages 5, 6 and 10.

Commissioner Cameron moved to approve the minutes. Commissioner Phebus seconded the motion. Commissioner Dillmann abstained. Minutes approved as amended (6:0).

BUSINESS

6. SPECIAL BENEFITS TAX CAMPAIGN STATUS REPORT

Recommended Action: Information Item. Local Campaign Committee Co-Chair and Library Commission Chair, Jeanne Gregg, will provide a status report on the campaign to pass an extension of Special Benefits Tax for Santa Clara County Libraries on the March 2004 Ballot.

County Librarian Cervantes stated the election should be referred to as the "Library Special Tax" not as a tax campaign. She added that a governmental body cannot make referrals to the election as a campaign, because the campaign has not yet started. All activities to date have been part of an educational phase. Chair Gregg reported she held an educational meeting regarding Measure B at

her home. She stated it has been challenging to gain full support for the special tax in Morgan Hill. She stated the issue surrounding the special tax, the library grant, and the local issues are extremely complicated and she must spend an hour on each phone call explaining the issues. She also stated support for the special tax in Morgan Hill is not as strong as it should be because a number of Morgan Hill residents feel frustrated because Morgan Hill does not have a new Library. Many residents campaigned for the extension of the Redevelopment Agency specifically to allocate funds to build a new library in Morgan Hill and this has contributed to the lack of support for the special tax. There is also an incorrect perception by some residents who believe a new library will be built with Redevelopment funds. She added many residents don't take the Morgan Hill Times and don't follow local events. Council Member Tate added there is a commitment of \$5million for the Library, but there has not been a commitment of any additional funding. He stated the incorrect perceptions are frustrating. He added a statement which provides the correct facts is needed and a strategy to communicate those facts needs to be developed.

Chair Gregg announced she will hold another meeting at her home on December 11 at 7:00 p.m. Although many Commissioners expressed interest in attending, only 3 can attend in order to avoid violating the Brown Act.

Commissioner Dillmann stated the Measure B election and the construction of a new library in Morgan Hill are two separate issues. The misperception that these issues are combined, needs to be corrected. Ms. Cervantes stated the Election Committee will begin mailings in January which should clarify this issue. Council Member Tate added the campaign consultant can help Chair Gregg draft language which clarifies this issue. Ms. Cervantes stated Chair Gregg can contact volunteers and campaign workers in other communities who can help with press releases and getting information into the local papers. She added Morgan Hill is an important community in the election because lack of support here can drag the numbers down in regard to the success Measure B. Ms. Cervantes will provide Chair Gregg with contact names and numbers of individuals who can assist her.

7. APPROVAL OF RESOLUTION TO SUPPORT SPECIAL BENEFITS TAX

Recommended Action: **Action Item.** Library Commission will vote to approve a resolution in support of the Special Benefits Tax.

The Commission reviewed the draft of the resolution in support of Measure B provided by the Library. The JPA has asked the City Councils of the nine cities served by the County Library to approve a resolution in support of Measure B. Commissioner Salzano moved to approve the following:

The Morgan Hill Library Commission approves the resolution in support of Measure B, the special library tax of the Santa Clara County Library Community Facilities District No. 1. The Commission recommends that the Morgan Hill City Council also approve the resolution in support of Measure B.

Commissioner Cameron seconded the motion. Motion approved (6:0).

8. LIBRARY GRANT SUB-COMMITTEE

Recommended Action: Information Item. Council Member Steve Tate will provide an update on the Library Grant Sub-Committee.

Council Member Tate provided background information on the development of the Library Sub-Committee. The City Council appointed Mayor Kennedy and Council Member Tate to serve on the Committee. The Committee was increased to include Chair Gregg, Commissioners Nale and Cameron, Community Librarian Howe and community member Carol Holzgrafe. The Committee has met twice. During the first meeting the parameters for the Committee's responsibilities were set: 1) to explore the feasibility of submitting a Cycle III grant application for the Library Bond Act of 2000 in January 04 and 2) to explore additional sites for the construction of a new library based on the assumption that the Cycle III grant application will not be successful. The Sub-Committee will make a recommendation to the City Council on the Library Grant and on prospective sites for the library.

The Sub-Committee recommended to City Council a Cycle application be submitted to the State under the Library Bond Act of 2000. The Committee recommends spending approximately \$10,000 on the preparation of the grant. City staff will use existing data to develop a new Needs Assessment and change the Technology Plan according to the suggestions received by the Office of Library Construction.

The Sub-Committee identified the three prospective sites. Chair Gregg provided these sites earlier in the meeting: 1) Albertson's; 2) Sunsweet; and 3) Britton School. Expansion and renovation of the existing library is also being explored. The Committee recommended exploration of these sites to build a smaller library than the one depicted in the current conceptual plans. The feasibility of a 30,000 square foot library is currently being explored. City architect, Jim Dumas, was asked to study each site and prepare a preliminary drawing of what a library could look like on each site. He will present these drawings at the next Sub-Committee meeting.

Chair Gregg stated there are community members who would like the City Council to reprioritize the Redevelopment Funds and allocate additional funds toward the library. Council Member Tate responded the Council supports the need for a new library, but research of the feasibility of such a project must be conducted prior to any decisions by Council. Vice Chair Dillmann asked about the impact on traffic if the library was located downtown. He asked if the Library could support a two-story building. He also asked if specific criteria for site selection has been established. Council Member Tate responded the specific criteria has not been developed yet. He added the Sub-Committee is conducting exploratory research at this time and specific criteria has not been established. County Librarian Cervantes addressed Mr. Dillmann's question regarding two-story buildings. She stated although the Library does not prefer a two-story building, due to impact on staff, if a two-story building were selected, the Library would support it. She added both Cupertino and Milpitas are building two-story

libraries, but the square footage is such that staff can support two-stories. Commissioner Phebus stated San Jose is building two-story libraries. She stated a community room could be placed on the second floor. She added a library could be built on top of a parking structure. Ms. Cervantes stated the Library would support a building placed on top of a parking structure.

Vice Chair Dillmann asked why the Library could not be placed in an existing building, such as the police department's new headquarters. Council Member Tate and Chair Gregg responded an industrial park would not be appropriate for a public library. Mr. Tate asked the Commission if they had any recommendations of an existing building, not located in an industrial park, to please contact him.

Ms. Cervantes stated in the planning stages of the Hercules Library, community input was sought and it worked to mobilize the community to support the construction of a new library. Council Member Tate stated the City conducted a visioning process in the 1990's to select a site for the library. A new selection process must be developed. Commissioner Cameron stated that in the 1990's the site selected as the most appropriate for a public library was not ultimately selected as the final site due to an outcry of public support to keep the library at the Civic Center site. Chair Gregg stated a comprehensive method to gather public input must be developed for this site selection.

ANNOUNCEMENTS

Commissioner Salzano announced there will several open positions on the Commission in the spring of 2004. The Commission should begin to think about recruitment of new members.

REQUESTS FOR FUTURE ITEMS

Commissioners have requested that the following agenda items be placed on the Library Commission agenda for the next meeting or on a future date:

1. Library Special Tax – Measure B
2. Library Sub-Committee
3. Commissioner Workshop: Roles and Responsibilities
4. Fundraising for Library – Speaker from Saratoga
5. School/Library Cooperation
6. Vision for the Library of the Future

ADJOURNMENT to the next monthly meeting scheduled on **January 12, 2004 at 7:15 p.m.** in City Council Chambers.

Commissioner Cameron moved to adjourn the meeting. Vice Chair Dillmann seconded the motion. Motion approved (6:0)